

WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE - PLANNING AND ZONING DIVISION

1320 Pewaukee Road Room 230 Waukesha, Wisconsin 53188  
(262) 548-7790

Web Site: [www.waukeshacounty.gov](http://www.waukeshacounty.gov)

APPLICATION FOR A ZONING PERMIT

Fee Pd. (see Fee Schedule) \_\_\_\_\_ Receipt No. \_\_\_\_\_ Permit approved by \_\_\_\_\_ PSE approved \_\_\_\_\_

BOA No. \_\_\_\_\_ PO No. \_\_\_\_\_ CU No. \_\_\_\_\_ ZP Appl. No. \_\_\_\_\_ ZP No. \_\_\_\_\_

File copy \_\_\_\_\_ Building Inspector copy \_\_\_\_\_ Town Assessor copy \_\_\_\_\_ Applicant copy \_\_\_\_\_

Waukesha County Zoning Code \_\_\_\_\_ Waukesha County Shoreland and Floodland Protection Ordinance \_\_\_\_\_

Town \_\_\_\_\_ Section \_\_\_\_\_ Zoning District \_\_\_\_\_ Tax Key No. \_\_\_\_\_

Owner \_\_\_\_\_ Applicant (if different) \_\_\_\_\_

\_\_\_\_\_

Daytime Phone No. (\_\_\_\_\_) \_\_\_\_\_ Daytime Phone No. (\_\_\_\_\_) \_\_\_\_\_

Address of Premises (if different) \_\_\_\_\_

Legal Description (from survey) \_\_\_\_\_

Detailed and complete description of proposed work to be completed and the intended use (attach additional pages, if necessary): \_\_\_\_\_

\_\_\_\_\_

Type of existing structures on the lot and the use(s) of each \_\_\_\_\_

Cost of project (labor/materials at a fair market value) \$ \_\_\_\_\_ FMV of NonConforming structure \$ \_\_\_\_\_ % \_\_\_\_\_

EXISTING STRUCTURE(S)

Sanitary Facilities Public sewer \_\_\_\_\_ Type of private system \_\_\_\_\_

Water Supply Private \_\_\_\_\_ Other \_\_\_\_\_

Non-Conforming Structure Yes \_\_\_\_\_ No \_\_\_\_\_

Structure Size Width \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_

Structure Style 1 Story \_\_\_\_\_ 2 Story \_\_\_\_\_ Split level \_\_\_\_\_

No. of Bedrooms \_\_\_\_\_ No. of Bathrooms \_\_\_\_\_

Floor Area 1st Floor \_\_\_\_\_ 2nd Floor \_\_\_\_\_

Garage \_\_\_\_\_ Basement \_\_\_\_\_

Other structures \_\_\_\_\_

Total SF (all SF except the basement) \_\_\_\_\_

Size of Lot Average Width \_\_\_\_\_ Average Depth \_\_\_\_\_

Location of Structure/Addition (measure to the closest point). Measure to the overhang only if it exceeds two (2) feet.

Setback \_\_\_\_\_ feet from the building foundation to the centerline of the platted road right-of-way.

Setback \_\_\_\_\_ feet from the building foundation to the established road right-of-way line (base setback line).

Offset \_\_\_\_\_ feet from building foundation to the (N,S,E,W) \_\_\_\_\_ property line.

Offset \_\_\_\_\_ feet from building foundation to the (N,S,E,W) \_\_\_\_\_ property line.

Offset \_\_\_\_\_ feet from building foundation to the (N,S,E,W) \_\_\_\_\_ property line.

Shore setback \_\_\_\_\_ feet from building foundation to the ordinary high water mark.

Floodplain/Wetland/Conservancy setback \_\_\_\_\_ feet from building foundation to the 100 year floodplain ( \_\_\_\_\_ ' elevation) or C-1.

**FIVE COPIES OF AN ACCURATE SITE PLAN OR PLAT OF SURVEY (preferred), DRAWN TO SCALE, MUST BE SUBMITTED WITH THIS APPLICATION.** The map should show (1) location and dimensions of lot, (2) location and dimensions of all existing/proposed buildings on lot and those within 50 feet of lot, (3) location and centerline of all abutting streets, (4) high water line of any water body which lot abuts, (5) location of existing/proposed wells and septic systems on lot and within 50' of lot, (6) floor elevation of proposed new buildings, (7) location of percolation tests and soil borings for new buildings.

**SOIL TESTS, BUILDING PLANS AND A GRADING PLAN MAY ALSO BE REQUIRED.** APPROVAL OF THE SEPTIC SYSTEM BY THE ENVIRONMENTAL HEALTH DIVISION IS REQUIRED PRIOR TO ISSUANCE OF THE ZONING PERMIT. AN INCOMPLETE APPLICATION FORM OR MISSING INFORMATION WILL CAUSE DELAY IN THE ISSUANCE OF THE ZONING PERMIT, AND THE APPLICATION MAY BE RETURNED FOR ADDITIONAL INFORMATION. CONSTRUCTION MUST START WITHIN 6 MONTHS AND BE COMPLETED WITHIN 18 MONTHS OF THE DATE OF ISSUANCE OF THE ZONING PERMIT. Submittal, and subsequent review, of this application may include a site inspection.

The undersigned states that the foregoing information is true and accurate to the best of his/her knowledge; it is hereby agreed that for and in consideration of the issuance of a zoning permit that the foregoing work will be carried out as defined in this application; that all applicable ordinances or codes of the state, county, and town will be complied with in carrying out the proposed work stated in the application; and that work will not commence before a building permit has been obtained from the town building inspector. If any changes or deviations are made from the original application, a new permit is required. Failure to comply with the permit as issued will result in the revocation of the permit or other penalties.

Signature of Owner/Applicant \_\_\_\_\_ Date \_\_\_\_\_

Application (approved) (denied) by Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

Conditions for approval or reasons for denial \_\_\_\_\_

\_\_\_\_\_